

STATE OF DELAWARE
Department of Education
Office of Early Learning

February 15, 2018

ISSUED BY: Kimberly Wheatley
Director, Finance Office
302-735-4041

SUBJECT: **AWARD NOTICE**
CONTRACT NO. 2018-09
First Start Delaware Early Head Start – Child Care Partnership

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KEY CONTRACT INFORMATION

1. CONTRACT PERIOD

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Each contractor's initial contract shall be valid from February 1, 2017 and ending June 30, 2018. Each contract may be renewed for four (4) one (1) year periods through negotiation between the contractor and Delaware Department of Education. Negotiation may be initiated no later than ninety (90) days prior to the termination of the current agreement.

2. VENDORS

Vendor	Address	City	State	Zip	Contact Name	Phone
Precious Moments Education & Community Center, Inc.	4607 South DuPont Highway	Dover	DE	19901	Angela Wilson	302-698-4696
Little Sprouts Learning Center	425 West Stein Highway	Seaford	DE	19973	Karen Schreiber	302-735-4040
Discovery Cove Learning Center	12034 County Seat Highway	Laurel	DE	19956	Karen Schreiber	302-875-7733

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3. PRICING

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Pricing will be determined for each awarded vendor by using the Cost Estimation Tool for Early Head Start- Child Care Partnership Services.

The cost allocation tool is divided into three layers which consist of core child care services, program level enhancements, and individual child services.

Layer one of the Early Head Start Cost Allocation Tool consists of estimated expenses for additional core child care costs. This would consist of hours of operation and cost for any additional time that needs to be added to the day, unsubsidized child care costs, and parent co-payments.

Layer Two of the Early Head Start Cost Allocation Tool consists of estimated costs for program level enhancements which need to be added to the child care program. Layer Two consists of classroom staffing, salary enhancements, additional materials and supplies, equipment, minor facility improvements, staff professional development and training fees, and consultants.

Layer Three of the Early Head Start Cost Allocation Tool consists of individual child and family services. This would consist of staffing for home visits, staff mileage reimbursement for home visits, family support staff salaries and costs, supplies and services for children, dental hygiene supplies, toileting hygiene supplies, food and formula supplies, and medical and dental services.

ADDITIONAL TERMS AND CONDITIONS

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4. REQUIREMENTS

For a complete list of contract specifications please refer to the original bid solicitation document(s).